

APPLICATION FOR ALTERNATIVE LICENSE TYPE E

_____ Application for Alternative License Type E

_____ Application for renewal of Alternative License Type E

PART I TO BE COMPLETED BY APPLICANT

If you have previously held a Tennessee Teacher License of Permit, complete the following:

Type Held _____ Reference Number _____

Note: If you hold a full academic teacher license such as Apprentice, Out of State, or Professional teaching license you are not eligible for an Alternate License Type E.

Last Name		First Name		Middle/Maiden		Reference Number		
Social Security Number	Email Address		Telephone Number		Date of Birth		* Race	* Sex
Street/P.O. Box			City			State	Zip Code	

_____ **Name/Address Change** ***Optional-Statistical information only**
(provide a notarized copy of the marriage license, divorce decree, or court order that has generated the legal name change.)

PLEASE READ CAREFULLY BEFORE SIGNING

Answer the following questions if you have **NEVER** held a Tennessee Teacher License or Permit:

1. Have you ever been convicted of a felony (including a conviction or plea of nolo contendere)? _____ YES _____ NO
2. Have you ever been convicted of the illegal possession of drugs and/or narcotics? _____ YES _____ NO
3. Have you ever falsified or altered documentation required for licensure? _____ YES _____ NO

Signature _____ Date _____

Answer the following questions if you have **EVER** held a Tennessee Teacher License or Permit (since the Tennessee License or Permit was last issued or renewed):

1. Have you been convicted of a felony (including a conviction or plea of nolo contendere)? _____ YES _____ NO
2. Have you been convicted of the illegal possession of drugs and/or narcotics? _____ YES _____ NO
3. Have you falsified or altered documentation required for licensure? _____ YES _____ NO

Signature _____ Date _____

ARE YOU A VETERAN?

_____ YES (See important information regarding Troops to Teachers program available @ www.proudtoserveagain.com) _____ NO

OFFICIAL TRANSCRIPTS FROM ALL COLLEGES/UNIVERSITIES ATTENDED MUST BE ATTACHED

PART II: TO BE COMPLETED BY SCHOOL SYSTEM SUPERINTENDENT/DIRECTOR OF SCHOOLS

LICENSURE IS REQUESTED IN THE FOLLOWING AREA(S) OF ENDORSEMENT

Endorsement Title	Code	Endorsement Title	Code	Endorsement Title	Code

IT IS OUR INTENTION TO EMPLOY THE APPLICANT DURING THE YEAR 20____ - 20____ IN THE FOLLOWING AREA:

Subject area to be taught _____

**Note: An applicant can only be assigned to teach in the area of endorsement reflected on the Alternative License E*

I understand that if the applicant is hired, I am obligated to assign a mentor to the applicant.

School System	Signature of Superintendent/Director of Schools	Date

This form MUST be signed by the superintendent/director of the employing system before submission.
The Alternative License is issued ONLY at a Tennessee School System's request with the above signed intention of employment.

TENNESSEE DEPARTMENT OF EDUCATION

Office of Teacher Licensing
4th Floor, Andrew Johnson Tower
710 James Robertson Parkway
Nashville, Tennessee 37243-0377
(615) 532-4885

PART III: REGULATIONS FOR ISSUANCE AND RENEWAL OF ALTERNATIVE LICENSE E

Alternative Tennessee Licensure for Persons Not Completing College Programs

Conditions for Issuance of the Alternative License E

- (1) The applicant must have been granted at least a Bachelor's Degree from a regionally accredited institution of higher education. Endorsements with a pre-requisite of a graduate degree such as School Administrator, School Counselor, School Psychologist, Speech/Language Pathologist and Library Information Specialist may not be issued.
- (2) The applicant must meet the content knowledge requirements for the desired area(s) of endorsement through one of the following options:
 - (a) completion of a degree with an academic major in the desired area(s) of endorsement, **OR**
 - (b) obtaining written verification from the college certification officer at an approved institution of higher education that the subject area knowledge and skills for the desired area(s) of endorsement have been met.
*(Although the individual is not required to actually be admitted to a teacher preparation program, a statement from the college certification officer that the individual has satisfied the requirements to be admitted to the teacher preparation program must be included.) **OR***
 - (c) successful completion of the required Praxis Exams Specialty Test(s) for the desired area(s) of endorsement.
- (3) A superintendent/director of schools in a Tennessee school system must state his/her intent to employ the applicant and must provide a mentor teacher for the applicant during the first two years of teaching. The applicant's teaching assignment must match the endorsement area(s) that appears on the license.
- (4) Applicants are eligible for an Alternative License E in all endorsements areas except Middle Grades Education and Elementary Education. Applicants who hold a full academic teacher license such as Apprentice, Out-of-State and Professional Teacher Licenses are not eligible for an Alternative License E.
- (5) Duration-The following August 31.

Requirements for Renewal of the Alternative License E

- (1) An Alternative E License may be renewed two times provided that a superintendent/director of schools in a Tennessee schools system states his/her intent to employ the applicant each year. An individual may not be issued an Alternative License E more than three times (This includes initial issuance plus a limit of two renewals.)
- (2) Before the first renewal, the individual must be enrolled in an approved higher education institution and obtain a list, signed by the college certification officer, outlining the professional education courses, not to exceed 24 semester hours, required to complete the professional education component.
This list must be attached to the Alternative License E renewal application.
(Although the individual is not required to actually be admitted to a teacher preparation program, a statement from the college certification officer that the individual has satisfied the requirements to be admitted to the teacher preparation program must be included.)
- (3) The applicant must earn at least 6 semester hours of credit from this list of professional education coursework for each renewal until all required courses have been completed. Coursework must have been earned after the Alternative License E was last issued or renewed in order for it to be applicable for renewal. An official transcript reflecting the 6 semester hours earned for renewal must accompany the Application for Renewal of Alternative License E, along with the list obtained from the college certification officer outlining the professional education coursework needed for full licensure.

PART IV REQUIREMENTS FOR ADVANCING TO APPRENTICE (FULL) LICENSE

- (1) Upon completion of all licensure requirements, the applicant may apply directly to the Office of Teacher Licensing for an Apprentice (full) Teacher License. All applicants advancing from the Alternative License E to full licensure must submit the following:
 - (a) Documentation signed by the college certification officer verifying completion of the professional education component
 - (b) Passing scores on all appropriate Praxis Exams, including the PLT
 - (c) Verification of two years successful teaching experience on the Alternative License E with a positive recommendation from the local school system
 - (d) Official transcripts from all colleges/universities attended. All transcripts that have not been previously submitted to the Office of Teacher Licensing must be included.